



Kulturmaskinen
Magasinet

By- og Kulturforvaltningen

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DATO
29. juni 2020

Venue inspection checklist for Magasinet (EN)

Date: _____

Time: _____

Event: _____

Renter/Responsible party: _____

An inspection of the following must be done before the audience is allowed entrance to the venue!

1. Emergency exits/escape routes are clear in their entire width, a minimum of 130 cm.
2. Emergency exits/escape routes are passable in the flight direction without the use of keys or tools.
3. Emergency exit doors and the emergency lights above are visible.
4. The closing functions of fire doors and other self-closing doors are functioning.
5. Overviews of space allocation marked with the maximum number of people allowed in the venue are placed in visible spots.
6. The renter of the venue is informed of the number of people allowed within Magasinet.
7. Seating and arrangement of equipment are concordant with the approved space allocation plan.
8. Fire cabinets and CO2-extinguishers are accessible.
9. When setting up seating and equipment on the balcony – using the old space allocation plan – a member of the renter's staff must be present on the balcony by the left side towards Farvergården during the entirety of the show. This person must ensure the safety of the audience in case of an emergency by helping them leave the venue in an orderly fashion – this includes removing the chairs to the side in order to let the audience pass and escape safely.

By signing this document, the renter testifies that they have been notified of the above as well as having overseen, inspected, controlled and found the above to be in order. Additionally, the renter agrees to having read and been instructed in the fire emergency evacuation plan for Magasinet.

Renter's signature

